

REPORT FROM: HOUSING, HEALTH AND ENGINEERING MANAGER

TO: WEST CRAVEN COMMITTEE

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CAPITAL PROGRAMME 2020/21

PURPOSE OF REPORT

To advise members on the Committee's 2020/21 capital budget.

RECOMMENDATIONS

- (1) That members note that only the schemes listed in Appendices 1 and 2 have agreed funding.
- (2) That members consider the new bids detailed in paragraphs 7 and 8.

REASONS FOR RECOMMENDATIONS

To enable the capital programme to be allocated efficiently and effectively.

ISSUE

Uncommitted Balance from 2019/20

1. This is £1,394.
 - Barnoldswick balance: £0.
 - Earby balance: £1,394.

New Allocation for 2020/21

2. This is £33,660 capital.
 - Barnoldswick allocation: £22,440.
 - Earby allocation: £11,220.

Effective Allocation for 2020/21

3. This is £35,054.
 - Barnoldswick allocation: £22,440.
 - Earby allocation: £12,614.

Commitments for 2020/21

4. These total £3,000 (see Appendices 1 and 2 for a detailed breakdown).
 - Barnoldswick commitments: £3,000.
 - Earby commitments: £0.

Balance for 2020/21

5. This is £32,054.
 - Barnoldswick balance: £19,440.
 - Earby balance: £12,614.

Financial Advice

6. Please refer to the financial implications section of this report. Bids for new funding should be submitted on the usual forms (Form A for internal bids and Form B for external bids) in order that members can evaluate them on a consistent basis.

New/Deferred Bids

No late bids or funding allocations are to be made unless, with the consent of the Chairman, the bid is considered to be an urgent item. If a late/urgent bid is approved and is in the opinion of the Chief Finance Officer a revenue item then the decision will be reported to the Policy and Resources Committee for determination. No payment will be made in respect of the bid pending a resolution by the Policy and Resources Committee.

7. **External bid from St Peter's Community Garden Project, Barnoldswick** – for a new path and a pond – £200 (see Appendix 3).
8. **Premises Improvement Grants** – submitted by the Economic Development Team – £3,000 for Barnoldswick and £1,285 for Earby.

Existing Allocations

Overspend – Additional Funding Required

9. None.

Underspend – De-allocate Funding

10. None.

IMPLICATIONS

Policy: The capital programme is required to be allocated and managed in accordance with the Council's Corporate Capital Strategy 2018/21.

Financial: Expenditure for capital purposes is primarily expenditure on the acquisition, reclamation or enhancement of assets (eg buildings, land, plant and machinery). “Enhancement” means substantially lengthening the useful life of the asset; substantially increasing its open market value or substantially increasing the use of the asset. Other expenditure for capital purposes can include computer costs (for use over a period exceeding one year) and incidental costs involved in a capital project (eg officers’ salaries and professional fees). Anything not covered by “proper practices” (Section 21(2) of the Local Government Act 2003) must be treated as revenue expenditure.

A list of good practice in the allocation of funding has been proposed by the Council’s Chief Finance Officer in order to assist members when considering the allocation of the capital budget. This list is as follows:

1. The funding shall assist a scheme which contributes to meeting the Council’s corporate priorities.
2. Allocate reasonable amounts to projects early to allow for effective planning and implementation.
3. Look for opportunities to maximise the effectiveness of the allocation through match funding.
4. Consider allowing some contingency for projects that may be presented during the year.
5. Try to avoid allocation of funds at the end of the financial year.
6. Consider the revenue consequences of capital schemes in terms of ongoing cost.

Legal: There are legal implications for a number of the proposals listed above in terms of necessary permissions, agreements and possible long-term liabilities and responsibilities.

Risk Management: The capital programme is required to be allocated and managed in accordance with the Council’s policies and procedures. The proper management of the programme is intended to minimise any exposure to unnecessary risk associated with the programme and the individual schemes within it.

Health and Safety: The implementation of the programme has associated risks in terms of health and safety. The Council is required to meet all relevant legal requirements for the effective management of health and safety risk and has policies and procedures in place to ensure health and safety standards are maintained.

Climate Change: Some of the schemes identified will encourage the reduction of carbon emissions such as traffic calming schemes and cycle facility provision.

Community Safety: A number of the schemes listed above have implications in terms of community safety. Wherever possible, the projects are managed in a way that enhances community safety.

Equality and Diversity: the capital programme is required to be allocated and managed in accordance with the Council’s policies and procedures, including those relating to equality and diversity.

APPENDICES

Appendix 1: Capital Programme Commitments for Barnoldswick 2020/21.

Appendix 2: Capital Programme Commitments for Earby 2012/21.

Appendix 3: External Bid Form B – St Peter's Community Garden.

Appendix 4: Internal Bid Form A – Premises Improvement Grants.

LIST OF BACKGROUND PAPERS

None.

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	31/03/16 Litter and dog waste bins – Barnoldswick	C Taylor (ES)	£339	£0	£339	£0	£339	Balance carried forward from previous years. The Environmental Services Manager confirms that this is still required to cover the cost of erecting new bins
23	04/09/18 Lane Bottom Flood Alleviation Scheme	S Whalley (HHE)	£2,500	£0	£2,500	£2,500	£0	Completed Total cost – £9,500 (£7,000 from the Council's Flood Reserve and Central Funds)
26	05/02/2019 Barnoldswick Town Square reflagging scheme	Barnoldswick Town Council	£51,171	£0	£51,171	£0	£51,171	Funding is from reallocations made in 2018/19 totalling £29,171 as well as £22,000 from the 2019/20 Capital Programme. These total £51,171 and was carried forward to 2020/21 shown on this table In addition, there is £10,290 from the High Street Revival Fund; £2,000 from Barnoldswick Town Council (originally for the Barnoldswick Town Centre Improvement Scheme) and £12,240 from the Community Investment Fund (CIF) set aside for this scheme The total available for the scheme is therefore £75,701 via the Capital Programme <i>Other funds have been sought</i>

Sch. No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
27	09/06/2020 Reopening Barnoldswick Town Centre following the lifting of Coronavirus restrictions	H Ditta (PBCM)	£0	£3,000	£3,000	£0	£3,000	Task Groups have been set up to develop action plans for the town centres to put measures into place for a safe trading environment following the lifting of the Coronavirus restrictions on 15/06/20. £11,317 was allocated from ERDF to West Craven for this with one-third to Earby (£3,772) and two-thirds to Barnoldswick (£7,545) An additional £3,000 was approved from the Barnoldswick Capital Programme for any measures that cannot be covered by ERDF funding
	Subtotal Barnoldswick		£54,010	£3,000	£57,010	£2,500	£54,510	
	Un-allocated Funds Barnoldswick		£0	£19,440	£19,440	£0	£19,440	
	Total Funds Available 20/21 Barnoldswick		£54,010	£22,440	£76,450	£2,500	£73,950	

West Craven Committee Commitments for Earby 2020/21

Sch No.	Date Allocated and Scheme Details	Lead Officer/ Service Area	c/f from previous Years	Allocated 2020/21	Total Allocation	In-Year Spend	Allocation Remaining in Ledger	Status of Scheme/Remarks
1	12/05/15 Litter and dog waste bins – Earby	C Taylor (ES)	£230	£0	£230	£0	£230	Balance carried forward from previous years. Is this still required?
2	12/05/15 Premises improvement grant scheme – Earby	M Williams (PBCM)	£2,615	£0	£2,615	£0	£2,615	
	Subtotal Earby		£2,845	£0	£2,845	£0	£2,845	
	Un-allocated Funds Earby		£1,394	£11,220	£12,614	£0	£12,614	
	Total Funds Available 20/21 Earby		£4,239	£11,220	£15,459	£0	£15,459	

(FORM B: EXTERNAL BID)

**BID FOR CAPITAL FUNDING FROM AREA COMMITTEES
PRO FORMA**

- 1. Short project title:** St Peter's Community Garden
- 2. Bid submitted by:** Mrs Janet Whipp
- 3. On behalf of (please include contact details):** St Peter's Methodist Church
Community Garden Project.
Contact: Janet Whipp, 257 Gisburn Road, Barnoldswick – jwhipp257@gmail.com
- 4(a) Does your organisation have a constitution?** Church Council
(b) Does it have a board of governors/directors or a committee that oversees its work? Garden Section 15 Self Supporting
(c) Does your organisation have its own bank account? Not separate for garden
(d) How many signatures are required to authorise a payment from your bank account?
- 5. Is your organisation VAT-registered?***
- 6. Amount requested:** £200.00
- 7. Brief details of project:** We opened the garden last year and we are hoping to develop it further this year. We are totally self-funded and consequently need to raise funds for ongoing improvements
- 8. Main outcomes to be achieved:** We want to make the path into the garden much safer by putting flags down. Also, a small pond will be constructed to attract frogs, etc
- 9. When will the project be implemented?** In the spring or early summer 2020
- 10. Who will undertake the project works?** We will do it ourselves or ask for professional advice
- 11. Is there match funding for the project from elsewhere?** Not as such
If so, please give details: But we are hoping to have fundraising activities, eg tea and cake in the garden on a regular
- 12. Are there long-term revenue consequences and how will these be funded?**
We should be able to keep up with our funding by holding events, etc. We are a small group but we are trying hard to attract new helpers

****Please note that grants inclusive of VAT will only be awarded where the organisation is not VAT-registered and is unable to reclaim VAT***

(FORM A: INTERNAL BID)**BID FOR CAPITAL FUNDING FROM AREA COMMITTEES
PRO FORMA**

- A. Short project title:** Premises Improvement Grants
- B. Bid submitted by:** Planning, Economic Development and Regulatory Services
- C. On behalf of (please include contact details:** Mike Williams, 661963
- D. Amount requested:** £3,000 for Barnoldswick and £1,285 for Earby
- E. Brief details of project:** The grant programme aims to improve the overall appearance of the town centre by assisting businesses to improve premises and encourage the use of vacant properties. The grants scheme is a tool used to encourage private investment in town centre buildings; the outcome of this investment is an aesthetic improvement to the town centre and in turn increases retail and public confidence in the area.
- F. Main outcomes to be achieved:**
- a) To improve the look of the town centres and therefore improve their sustainability and ensure that the towns thrive
 - b) To bring back vacant properties into use
 - c) To assist new and existing local businesses – especially important as businesses bounce back after the pandemic
- G. When will project be implemented?** Until the end of March 2021
- H. Who will undertake the project works?** The Economic Development Team will administer the grants and appointed members of the West Craven Committee will decide on grant approvals
- I. Is there match funding for the project from elsewhere?** Yes
If so, please give details: The project is matched funded by the businesses themselves 50/50 up to a maximum of £1,500 per business
- J. Are there long-term revenue consequences and how will these be funded?**
There are no long-term revenue consequences for the Council, but the grants will help businesses achieve better revenues